

**Department of Government
Government Major Computing Proficiency Requirement
Certification of Completion**

This form certifies that the student listed below has satisfied the requirements of the Computing Proficiency Requirement for Government majors in the course listed below. The student demonstrated the ability to use the computer for the following:

I. Word processing

*Student certifies that s/he, not some other individual, typed a paper for a Government course.

II. Electronic sources of information

*Can use LION to locate scholarly books or edited volumes relevant to politics.

*Can use a database to locate scholarly papers and articles relevant to politics
(e.g., JSTOR, PAIS, APSA Proceedings).

*Can use a database to access newsmagazines and popular journals
(e.g., LexisNexis, InfoTrac, factiva).

*Can access numerical data using the Internet
(e.g., U.S. Census Bureau, National Election Studies, Eurobarometer).

*Can cite above sources fully and accurately, using an established format.

III. Analysis of quantitative data

*Can create a data set or access an existing data set.

*Can use SPSS, Stata, or Excel to analyze data relevant to politics.

*Understands the meaning of statistical significance.

*Can analyze the relationship between two variables, controlling for the influence of a third
(e.g., using crosstabs, correlation, or regression).

Student Name: _____

Student ID Number: _____

Student Email Address: _____

Faculty Member Signature: _____

Course Number/Name: _____

Course Semester: _____

Date: _____

Chair's Signature _____

(Form to be filed with Department)